

# Student Success

## SHORELINE UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES REGULAR MEETING

### AGENDA

Thursday, March 15, 2018

WEST MARIN SCHOOL  
11550 State Route 1, Point Reyes

1. Formal opening and call to order 5:00 p.m. – Small Gym
2. Roll Call
3. Approval and adoption of agenda ACTION
4. Announcement regarding closed session items
5. Comments from the public on closed session items
6. Recess to closed session

#### **CLOSED SESSION: Staff Room**

With respect to every item of business conducted in closed session pursuant to Government Code:

- 54957.6: Conference with Labor Negotiator, Bob Raines, regarding certificated and classified employee negotiations
- 54957: Public Employee Performance Evaluation: Superintendent and Principals

#### **RECONVENE TO PUBLIC SESSION: 6:00 p.m.**

We welcome you to this evening's meeting. The public may provide information and ask questions relevant to agenda items at the time those items are under consideration. We would appreciate it if you would identify yourself by name when addressing the Board. Speakers are limited to four minutes each. Copies of the agenda are located on the agenda table.

#### **General Functions**

7. Flag salute
8. Announcement of any reportable action taken in closed session
9. Student(s) of the month INFORMATION
10. Student representative report INFORMATION
11. Consent agenda ACTION

The consent agenda is a group of routine items approved by a single Board action. They are grouped together for a single decision in order to save time. A Board member, the superintendent or a person in the audience may ask that any item be removed and acted upon separately.

  - 11.1 Minutes: Approve minutes of February 15, 2018, regular meeting
  - 11.2 Warrants: General
  - 11.3 Accepted gifts: To: Bodega Bay After School Program: Fisherman's Chapel by the Bay donated \$1,000 to be used for a field trip to Vertex Climbing Center or art lessons
  - 11.4 Approval of all fifth grade classes to attend the Walker Creek Ranch field trip from May 14-17, 2018
  - 11.5 Approval of West Marin School's fourth grade class to attend the Coloma Outdoor Discovery School field trip from April 30 – May 2, 2018
  - 11.6 The Superintendent accepted the resignation of Jennifer Frances, English teacher at Tomales High School, effective June 8, 2018
12. Shoreline Education Association to sunshine negotiation items with Shoreline USD INFORMATION

- 13. Shoreline USD to sunshine negotiation items with Shoreline Education Association and California School Employees' Association **INFORMATION**
- 14. Persons desiring to address the Board on items not on the agenda. The Board will listen to your comments but are unable to engage in a discussion.

**Curriculum and Instruction**

- 15. Principals' report **INFORMATION**
- 16. Superintendent report **INFORMATION**
- 17. Board of Trustees' report **INFORMATION**
- 18. Quarterly Report on Williams Uniform Complaints **INFORMATION**
- 19. Board of Trustees' November 6, 2018, election updates **INFORMATION**

**Finance, Business and Employees**

- 20. Consider approval of updates to the 2017-18 budget **ACTION**
- 21. Consider approval of Second Interim Budget Report ending January 31, 2018, with a positive certification **ACTION**
- 22. Discussion on General Fund ending balance assignments **DISCUSSION**
- 23. Consider approval of the Para-Educator I and Technology Support classified job descriptions **ACTION**
- 24. Consider approval of revisions to the 2017-18 Classified Salary Schedule to add Range 14.5 Para-Educator II Special Ed and change titles on Ranges 12 and 14 **ACTION**
- 25. Consider approval to reclassify the following employees to Para-Educator II Special Education: Linda Borello, Gina Gilardi, Rick Halley, Snow McIsaac, Megan McMillian, Laurie Schmitt, and Patrice Waite, retroactive as of January 10, 2017, at a cost of \$25,157 **ACTION**
- 26. Consider approval of the Director of Fiscal Services job description **ACTION**
- 27. Consider approval of revision to the 2017-18 Classified Management and Confidential Salary Schedule to change the title and increase the salary for classification I **ACTION**
- 28. Discussion on facilities bond elections **DISCUSSION**
- 29. Consider approval of a firm TBA to evaluate the feasibility of General Obligation Bonds and possibly conduct an election **ACTION**
- 30. Consider approval of Baudelio Martinez, custodian for district office, Tomales High and Tomales Elementary, five days per week, eight hours per day, effective March 19, 2018 **ACTION**

**Policy**

- 31. Consider blanket adoption of all Board Policies and Administrative Regulations **ACTION**

**Auxiliary**

- 32. Communications

**Adjournment**

Written materials for open session items that are distributed to the Board of Trustees within 72 hours of the board meeting are available for public inspection immediately upon distribution at the district office, 10 John Street, Tomales

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact Jeannie Moody at (707) 878-2225 for assistance. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

*Spanish interpreting services will be provided. Agenda available online: <http://www.shorelineunified.org>*

**SHORELINE UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES**

**2018**

**PRESIDENT**

**JILL MANNING-SARTORI**

**VICE PRESIDENT**

**CLARETTE MCDONALD**

**CLERK**

**AVITO MIRANDA**

**BOARD REPRESENTATIVE**

**JIM LINO**

**TRUSTEE**

**TIM KEHOE**

**TRUSTEE**

**JANE HEALY**

**TRUSTEE**

**VONDA FERNANDES**

**STUDENT  
REPRESENTATIVE**

**LAUREN NUNES**

**SECRETARY**

**BOB RAINES**

**SHORELINE UNIFIED SCHOOL DISTRICT**  
2018 REGULAR BOARD MEETING CALENDAR

January 18, 2018	-	West Marin School
February 15, 2018 (8:30 am)	-	Tomales High School
March 15, 2018	-	West Marin School
April 19, 2018	-	Tomales High School
May 17, 2018	-	Bodega Bay School
May 24, 2018	-	West Marin School
June 21, 2018	-	Tomales High School
July 19, 2018	-	West Marin School
August 16, 2018	-	Tomales High School
September 20, 2018	-	West Marin School
October 18, 2018	-	Tomales Elementary School
November 15, 2018	-	West Marin School
December 13, 2018	-	Tomales High School

All regular Board meetings begin at 5:00 p.m. then recess to closed session. Public session reconvenes at 6:00 p.m.; except for the February meeting which will be held at 8:30 a.m. All regular Board meetings will be on the third Thursday of the month; except for the December meeting, which will be on the second Thursday. An additional meeting has been added on May 24 for the Local Control Accountability Plan (LCAP) Public Hearing.

**SPECIAL MEETINGS**

Special meetings/workshops/forums will be scheduled on a case-by-case basis as needed.

Adopted by the Board: December 14, 2017

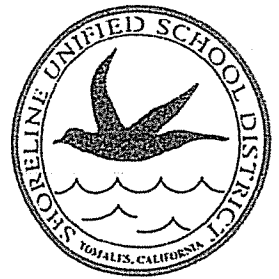
BOARD COMMITTEE	MEMBERS	MEETING DAYS/TIMES
FINANCE	Bob Raines, Vonda Fernandes, Clarette McDonald, Jim Lino	4th Tuesday
BUDGET AD HOC	NOT NEEDED NOW	
WELLNESS	Jill Manning-Sartori, Jim Lino, Clarette McDonald	2nd Thursday
FACILITIES	Bob Raines, Tim Kehoe, Jim Lino, Avito Miranda	1st Tuesday
BOARD POLICY	Bob Raines, Jane Healy, Jeannie Moody	Virtual - as needed

# Shoreline Norms for Collaboration

1. **All school sites work together as one team to support PreK-12 student achievement**
  - a. Use our diversity for the common good
  - b. Have an attitude of collaboration
2. **Be Present, On Time, and Prepared**
3. **Be solution focused**
  - a. Ask questions, gather evidence, focus on facts
  - b. Identify the issue, state it as part of a solution-based vision
  - c. Include ALL involved
  - d. Revisit outcomes from time to time.
  - e. Communicate with positivity and purpose of the goal.
4. **Assume best intentions**
  - a. When we express different opinions, we need to trust that all parties have the best intentions for our students' well-being and success.
  - b. Maintain a positive mindset
  - c. Appreciate all members of the group
  - d. Keep a sense of humor
5. **Be flexible and open-minded**
  - a. Respect the ideas of others, listen without interrupting
  - b. Say just enough: Be thoughtful of other people's time and stick to the topic
  - c. Accept non-closure
  - d. Accept constructive feedback
6. **Be hard on content, easy on people**
  - a. Disagree with the idea, not the person
  - b. Speak your truth kindly
  - c. Engage in professional, respectful communication
7. **Respect confidentiality**
  - a. Consider time, place and participants when sharing information with others
  - b. Share information with purpose
8. **Listen actively to understand all points of view**
  - a. Keep defenses down
  - b. Monitor technology usage so it's not a distraction to others or the meeting
  - c. Make eye contact
  - d. Step up, then step back to allow and encourage everyone to speak

# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX (707) 878-2554



March 8, 2018

Alexandra Mata  
1409 West Avenue  
Santa Rosa, CA 95407

Dear Alexandra:

It is my pleasure to inform you that the West Marin School faculty has selected you as one of Shoreline's Student of the Month for March 2018.

Your selection is an honor of which you and your family can be most proud.

You have been selected on the basis of scholarship, citizenship, wholesome attitudes, service to school, and/or special accomplishments.

I invite you and your family to the Shoreline Unified School District Board of Trustees meeting, at West Marin School on Thursday, March 15, 2018, 6:00 p.m., at which time we may acknowledge your selection before the Board of Trustees.

Congratulations!

Sincerely,

A handwritten signature in black ink, appearing to read "Bob Raines", is written over a horizontal line.

Bob Raines  
Superintendent

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TOMALES ELEMENTARY	BODEGA BAY ELEMENTARY	TOMALES HIGH SCHOOL	WEST MARIN ELEMENTARY	INVERNESS PRIMARY
(707) 878-2214	(707) 875-2724	(707) 878-2286	(415) 663-1014	(415) 669-1018
FAX: 878-2467	FAX: 875-2182	FAX: 878-2787	FAX: 663-8558	FAX: 669-1581

TR-1-PORTATION  
(707) 878-2221

# SHORELINE UNIFIED SCHOOL DISTRICT

March 7, 2018

TO: Jeannie Moody

FROM: Matt Nagle, Principal, West Marin-Inverness School

SUBJECT: Students of the month – March 2018

NAME: Alexandra Mata (Veronica & Jorge Mata)

ADDRESS: 1409 West Avenue

Santa Rosa CA 95407



# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX (707) 878-2554



March 8, 2018

Ana Sofia Martinez  
PO Box 813  
Point Reyes Station, CA 94956

Dear Ana:

It is my pleasure to inform you that the West Marin School faculty has selected you as one of Shoreline's Student of the Month for March 2018.

Your selection is an honor of which you and your family can be most proud.

You have been selected on the basis of scholarship, citizenship, wholesome attitudes, service to school, and/or special accomplishments.

I invite you and your family to the Shoreline Unified School District Board of Trustees meeting, at West Marin School on Thursday, March 15, 2018, 6:00 p.m., at which time we may acknowledge your selection before the Board of Trustees.

Congratulations!

Sincerely,

A handwritten signature in black ink, appearing to read "Bob Raines".

Bob Raines  
Superintendent

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TOMALES ELEMENTARY	BODEGA BAY ELEMENTARY	TOMALES HIGH SCHOOL	WEST MARIN ELEMENTARY	INVERNESS PRIMARY
(707) 878-2214	(707) 875-2724	(707) 878-2286	(415) 663-1014	(415) 669-1018
FAX: 878-2467	FAX: 875-2182	FAX: 878-2787	FAX: 663-8558	FAX: 669-1581

TR\_3\_ PORTATION  
(707) 878-2221

# SHORELINE UNIFIED SCHOOL DISTRICT

March 7, 2018

TO: Jeannie Moody

FROM: Matt Nagle, Principal, West Marin-Inverness School

SUBJECT: Students of the month – March 2018

NAME: Ana Sofia Martinez (Augustina Martinez & Miguel Martinez)

ADDRESS: 11 Giacomini Road, PO BOX 813

Point Reyes Station CA 94956

**SHORELINE UNIFIED SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING  
FEBRUARY 15, 2018**

**UNAPPROVED MINUTES**

A regular meeting of the Shoreline Unified School District Board of Trustees was held at Tomales High School on Thursday, February 15, 2018.

1. President Jill Manning-Sartori called the meeting to order at 8:35 a.m.
2. Board members present: Jill Manning-Sartori, Clarette McDonald, Vonda Jensen, Jim Lino, and Avito Miranda. Trustee Jane Healy arrived at 10:10 a.m. Board member absent: Tim Kehoe. Staff present: Bob Raines, Amanda Mattea, Adam Jennings, Matt Nagle, and Jeannie Moody.
3. President Jill Manning-Sartori led us in the flag salute.
4. Approved and adopted the agenda.  
(Lino/McDonald AYES: Manning-Sartori/McDonald/Fernandes/Miranda/Lino  
NOES: None ABSENT: Healy/Kehoe ABSTAIN: None) Motion passes.
5. Abrielle Spaletta, Megan Marx, and Javier Flores were honored as Shoreline's students of the month for February 2018. Mr. Sacheli, Ms. Bishop and Mr. Feliciano made the presentations.
6. Students and staff gave presentations on all of the Tomales High School clubs, FFA, and AP classes. We all enjoyed a musical performance by the Tomales High Pan Band and a dance performance by the K-Pop dance group.
7. Consent Agenda
  - 7.1 Approved minutes of January 18, 2018, regular meeting.
  - 7.2 Approved warrants: General.
  - 7.3 Superintendent Bob Raines accepted the resignation letter from Adelbert Hawley, custodian at Tomales High, Tomales Elementary and the district office, effective Tuesday, January 30, 2018.
  - 7.4 Approved to declare surplus on three vehicles: Chevy van, Dodge van and Ford pickup.
  - 7.5 Approved Point Reyes National Seashore Clem Miller field trip from February 27-March 2, 2018.  
(Lino/Fernandes AYES: Manning-Sartori/McDonald/Fernandes/Lino/Miranda/Healy  
NOES: None ABSENT: Kehoe ABSTAIN: None) Motion passes.
8. No one addressed the Board on items not on the agenda.

**Curriculum and Instruction**

9. Principals' Report: Mr. Jennings report was given through the student forum reports. Ms. Mattea and Mr. Nagle reported on events and activities happening at their sites.
10. Superintendent Bob Raines reported on professional development activities district wide and the Shoreline norms for collaboration that were created. Mr. Raines also spoke about the resiliency node project, wellness committee and other upcoming events and projects happening around the district.
11. Board of Trustees' Report: Trustee Lino reported that he and Bob Raines attended a conference at the Marin County Office of Education to discuss the projected increases to retirement programs and what other districts are doing to prepare for the future.

**~Recessed for a lunch break at 12:23**

**~Reconvened to public session at 1:00 p.m.**

12. Discussed the Board of Trustees' November 6, 2018, election updates: A meeting was held on February 13 at West Marin School to answer questions and provide information about becoming a board of trustee. Four potential candidates showed interest. There will be three more future meetings: March 12 at Tomales High 7:00 p.m.; April 17 at West Marin School and May 15 at Tomales Elementary.

### Employees

13. Considered approval of the Para-Educator I and Para-Educator II Art, Library and Special Education job descriptions and classifications. The motion was amended by Healy and seconded by Manning-Sartori to only approve the Para-Educator II Special Education job description and classification. The Para-Educator I has not yet been approved by the classified union and the Para-Educator II Art and Library were already approved at the November 2017 board meeting.  
(Healy/Manning-Sartori AYES: Manning-Sartori/McDonald/Fernandes/Lino/Miranda/Healy  
NOES: None ABSENT: Kehoe ABSTAIN: None) Motion passes.
14. Approval to reclassify seven employees to Para-Educator II Special Education was tabled to the March board meeting.
15. Discussed changing the Chief Business Official job description to Director of Fiscal Services. This will be brought back as an action item at the March board meeting.
16. Approved the 2017-18 Certificated Seniority List.  
(Healy/Lino AYES: Manning-Sartori/McDonald/Fernandes/Lino/Miranda/Healy  
NOES: None ABSENT: Kehoe ABSTAIN: None) Motion passes.
17. Reviewed the 2017-18 Classified Seniority List.

### Finance and Business

18. Discussed the timeline for facilities bond election.
19. Discussed the quotes and approved the purchase of two Thomas transit buses in the amount of \$352,000.  
(Healy/Manning-Sartori AYES: Manning-Sartori/McDonald/Fernandes/Lino/Miranda/Healy  
NOES: None ABSENT: Kehoe ABSTAIN: None) Motion passes.
20. Approval of revisions to the 2017-18 Classified Salary Schedule was tabled to the March board meeting.

### Auxiliary

21. Communications: Read correspondence from the Marin County Office of Education on our 2017-18 First Interim Budget Report was acceptable.
22. Announced the closed session items: 54957.6: Conference with Labor Negotiator, Bob Raines, regarding certificated and classified employee's negotiations and 54957: Public Employee Performance Evaluation: Superintendent and Principals.
23. No comments from the public on closed session items.
24. Recessed to closed session at 2:40 p.m.
25. Reconvened to public session at 4:28 p.m.
26. No reportable action was taken in closed session.

**Adjournment: 4:30 p.m.**

Respectfully submitted,

Bob Raines, Superintendent

Adopted by the Board:

# Shoreline Unified School District

## Warrant Recap

March 15, 2018

<u>Fund #</u>	<u>Fund Name</u>	<u>Amount</u>
1	General Fund	263,404.76
11	Adult Education Fund	-
12	Child Development Fund	789.04
13	Cafeteria Fund	21,258.52
14	Deferred Maintenance Fund	10,866.74
25	Capital Facilities Fund	-
73	Scholarship Fund	-
74	Special Education Trust Account	-

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0048 dd 020718  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20188293	070336/	BAY ALARM COMPANY				
	180296	PO-185000	1. 01-0000-0-5839.00-0000-8200-740-000-000	14622155		49.25
	180296		1. 01-0000-0-5839.00-0000-8200-740-000-000	14622155		64.75
	180296		1. 01-0000-0-5839.00-0000-8200-740-000-000	1422454		58.97
	180296		1. 01-0000-0-5839.00-0000-8200-740-000-000	14612857		105.88
	980529	PO-185040	3. 01-0000-0-5620.00-0000-8200-106-000-000	14621596		54.96
	980529		4. 01-0000-0-5620.00-0000-8200-107-000-000	14612057		99.22
	980529		6. 01-0000-0-5620.00-0000-8200-108-000-000	14613192		44.68
	980529		5. 01-0000-0-5620.00-0000-8200-420-000-000	14619186		96.77
	980529		5. 01-0000-0-5620.00-0000-8200-420-000-000	1461717141		123.29
			WARRANT TOTAL			\$697.77
20188294	000725/	CASBO				
	981082	PO-180968	1. 01-0000-0-5200.00-0000-7200-700-000-000	598591		255.00
			WARRANT TOTAL			\$255.00
20188295	004075/	FIRST NATIONAL BANK OMAHA				
	180243	PO-180268	1. 01-0000-0-5970.00-0000-2700-700-000-000		CARD NUMBER ENDING IN 0210	57.82
	180385	PO-180280	1. 01-0000-0-5839.00-0000-7200-700-000-000		CARD NUMBER ENDING IN 0210	53.82
			WARRANT TOTAL			\$111.64
20188296	070806/	MIKE FRITSCH				
	980741	PO-185054	1. 01-0000-0-5200.00-1110-1010-105-000-000		JAN MILEAGE	61.04
			WARRANT TOTAL			\$61.04
20188297	000205/	HANSEL AUTO GROUP				
	180307	PO-185010	2. 01-0000-0-5610.00-5770-3600-740-000-000	B6137		614.25
			WARRANT TOTAL			\$614.25
20188298	000206/	PETALUMA AUTO PARTS				
	180314	PO-185015	1. 01-0000-0-5610.00-1110-3600-740-000-000	5610		115.53
	180314		2. 01-0000-0-5610.00-5770-3600-740-000-000	5610		223.51

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0048 dd 020718  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
WARRANT TOTAL						\$339.04
20188299	001600/	PETERSON TRUCKS INC				
	180315	PO-185016	1. 01-0000-0-5610.00-1110-3600-740-000-000	2768		141.31
WARRANT TOTAL						\$141.31
20188300	000094/	PG&E				
	180193	PO-180172	1. 01-0000-0-5510.00-0000-8100-700-000-000	3649338289-3		237.28
	180193		1. 01-0000-0-5510.00-0000-8100-700-000-000	0533030520-1		9,850.53
	180193		1. 01-0000-0-5510.00-0000-8100-700-000-000	0533030520-1		8,347.65
	180193		1. 01-0000-0-5510.00-0000-8100-700-000-000	8156265086-1		2,863.88
WARRANT TOTAL						\$21,299.34
20188301	004249/	READ NATURALLY INC				
	180383	PO-180275	1. 01-9040-0-5840.00-1110-1010-108-000-000	217586		1,323.00
WARRANT TOTAL						\$1,323.00
20188302	070381/	RECOLOGY				
	180259	PO-180207	1. 01-0000-0-5550.00-0000-8200-700-000-000	WMD-1135482 920795		581.20
	180259		1. 01-0000-0-5550.00-0000-8200-700-000-000	WMD-1344462 920797		1,246.28
	180259		1. 01-0000-0-5550.00-0000-8200-700-000-000	WMD-1135591 920796		2,547.12
	180259		1. 01-0000-0-5550.00-0000-8200-700-000-000	WMD-1135373 920798		1,430.28
WARRANT TOTAL						\$5,804.88
20188303	070983/	MARIA RIVERA				
	980649	PO-180561	1. 01-6500-0-5840.00-5770-3600-700-764-000	JAN MILEAGE		317.19
WARRANT TOTAL						\$317.19
20188304	000234/	SONOMA COUNTY OFFICE ED - SCOE				
	981080	PO-180966	1. 01-4035-0-5200.00-1110-2140-108-000-000	LAURIE RUBIN ELPAC CONF.		50.00
WARRANT TOTAL						\$50.00
20188305	004306/	WELLS FARGO VENDOR FIN SERV				
	980624	PO-180511	1. 01-0000-0-5605.00-1110-1010-105-000-000	67834539		265.18

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0048 dd 020718  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
980718	PO-180628	1.	01-0000-0-5605.00-1110-1010-106-000-000	67907247		168.06
980718		1.	01-0000-0-5605.00-1110-1010-106-000-000	67804823		168.06
WARRANT TOTAL						\$601.30
20188306	000441/	WEST SONOMA COUNTY DISPOSAL				
180291	PO-180239	1.	01-0000-0-5550.00-0000-8200-105-000-000	134486		355.33
WARRANT TOTAL						\$355.33
*** FUND	TOTALS ***	TOTAL NUMBER OF CHECKS:		14	TOTAL AMOUNT OF CHECKS:	\$31,971.09*
		TOTAL ACH GENERATED:		0	TOTAL AMOUNT OF ACH:	\$ .00*
		TOTAL EFT GENERATED:		0	TOTAL AMOUNT OF EFT:	\$ .00*
		TOTAL PAYMENTS:		14	TOTAL AMOUNT:	\$31,971.09*



DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0048 dd 020718  
 FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20188307	070570/	MARIN-SONOMA	PRODUCE COMPANY			
	180035	PO-180059	1. 13-5310-0-4700.00-0000-3700-700-000-000	774956		110.70
	180035		1. 13-5310-0-4700.00-0000-3700-700-000-000	774034		54.82
	180035		1. 13-5310-0-4700.00-0000-3700-700-000-000	773361		60.50
	180035		1. 13-5310-0-4700.00-0000-3700-700-000-000	771941		158.12
			WARRANT TOTAL			\$384.14
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	\$384.14*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	1	TOTAL AMOUNT:	\$384.14*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	15	TOTAL AMOUNT OF CHECKS:	\$32,355.23*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	15	TOTAL AMOUNT:	\$32,355.23*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	15	TOTAL AMOUNT OF CHECKS:	\$32,355.23*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	15	TOTAL AMOUNT:	\$32,355.23*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0049 February Bills  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20188706	000146/	ASSOC OF CA SCHOOL ADMINSTR													
		PV-180056		01	0000	0	5839	00	0000	7200	700	000		Association School Adm dues	238.02
														WARRANT TOTAL	\$238.02
20188707	070322/	CALIF VALUED TRUST													
		PV-180060		01	0000	0	9528	00	0000	0000	000	000		Certificated	5,780.55
				01	0000	0	9528	00	0000	0000	000	000		Classified	4,052.90
				01	0000	0	9528	00	0000	0000	000	000		Management	663.89
														WARRANT TOTAL	\$10,497.34
20188708	070323/	CALIF VALUED TRUST													
		PV-180061		01	0000	0	9529	00	0000	0000	000	000		Certificated	1,007.28
				01	0000	0	9529	00	0000	0000	000	000		Classified	721.26
				01	0000	0	9529	00	0000	0000	000	000		Management	113.22
														WARRANT TOTAL	\$1,841.76
20188709	070280/01	RESIG													
		PV-180059		01	0000	0	9526	00	0000	0000	000	000		100% Blue shield	2,334.00
				01	0000	0	9526	00	0000	0000	000	000		90% Blue shield	2,207.00
				01	0000	0	9526	00	0000	0000	000	000		80% Blue shield	480.00
				01	0000	0	9526	00	0000	0000	000	000		\$20 ov High Option	56,118.69
				01	0000	0	9526	00	0000	0000	000	000		DHMO Plan	9,930.06
				01	0000	0	9526	00	0000	0000	000	000		HSA High Deductible Plan	43,278.00
														WARRANT TOTAL	\$114,347.75
20188710	070280/02	RESIG													
		PV-180058		01	0000	0	9516	00	0000	0000	000	000		Araceli -Overpayment	282.12
														WARRANT TOTAL	\$282.12
20188711	070280/05	RESIG													
		PV-180057		01	0000	0	3402	00	0000	7110	700	000		Medical BM	1,676.00
				01	0000	0	3402	00	0000	7110	700	000		Dental BM	131.50



DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0050 022018DD  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20189601	003316/	ADTS INC														
	180279	PO-185029	1.	01	0000	0	5839	00	1110	3600	740	000	000		168366	25.00
																\$25.00
																WARRANT TOTAL
20189602	003393/	AMAZON														
	180151	PO-180175	1.	01	9040	0	4300	00	1110	1010	420	000	000		CEILING CURTAIN	33.00
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		MAGNETIC HOOKS	20.71
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		CURTAIN TRACK	49.50
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		STORAGE BOX	56.79
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		EPSON INK	238.14
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		SUPPLIES	50.85
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		STAPLES	20.86
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		BINDERS	60.40
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		CORK BOARD	31.38
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		BOOKS	25.62
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		RADHA BEAUTY	22.94
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		COFFEE	47.40
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		BATTERIES	116.65
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		POROUS PENS	43.11
	180151		1.	01	9040	0	4300	00	1110	1010	420	000	000		LAMINATING POUCHES	44.88
	180169	PO-180176	1.	01	9641	0	4300	00	1110	2420	420	307	000		LABELS COLORED	47.60
	180169		1.	01	9641	0	4300	00	1110	2420	420	307	000		SIGN HOLDERS	58.40
	180169		1.	01	9641	0	4300	00	1110	2420	420	307	000		BOOKS	183.08
	180169		1.	01	9641	0	4300	00	1110	2420	420	307	000		BOOKS	25.05
	180221	PO-180202	1.	01	0000	0	4300	00	0000	7200	700	000	000		SUPPLIES	41.00
	180221		1.	01	0000	0	4300	00	0000	7200	700	000	000		LAPTOP CASE	29.30

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0050 022018DD  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
	180221		1.	01-0000-0-4300.00-0000-7200-700-000-000											SUPPLIES	34.26
	980455	PO-180327	1.	01-1100-0-4300.00-0000-2700-107-000-000											TEMPERATURE SCAN	26.49
	980456	PO-180328	1.	01-9040-0-4300.00-1110-1010-107-000-000											SONY STERO	269.82
	980456		1.	01-9040-0-4300.00-1110-1010-107-000-000											WALL CHARGER	136.05
	980852	PO-180762	1.	01-9641-0-4300.00-1110-3110-420-328-000											SCENE SETTER	10.85
	980852		1.	01-9641-0-4300.00-1110-3110-420-328-000											HOLIDAY DECOR	2.42
	980852		1.	01-9641-0-4300.00-1110-3110-420-328-000											SNOWFLAKES	14.67
	980852		1.	01-9641-0-4300.00-1110-3110-420-328-000											HOLIDAY DECOR	57.99
	980926	PO-180801	1.	01-0000-0-4400.00-0000-7200-700-000-000											ICE MAKER	669.99
	980914	PO-180825	1.	01-9641-0-4300.00-1110-2420-420-307-000											BOOK	6.89
	980914		1.	01-9641-0-4300.00-1110-2420-420-307-000											BOOK	12.80
	980942	PO-180837	1.	01-6500-0-4300.00-5770-1100-420-000-000											RETURNED ITEM	10.90-
	980942		1.	01-6500-0-4300.00-5770-1100-420-000-000											RUST-OLEUM	42.61
	980751	PO-185055	1.	01-9641-0-4300.00-1110-1010-105-301-000											RETURN	17.48-
	980751		1.	01-9641-0-4300.00-1110-1010-105-301-000											CLASSROOM SUPPLIES	75.85
	980751		1.	01-9641-0-4300.00-1110-1010-105-301-000											BOOK	6.48
	980751		1.	01-9641-0-4300.00-1110-1010-105-301-000											BOOKS	525.64
	980751		1.	01-9641-0-4300.00-1110-1010-105-301-000											BOOKS	17.36
	980751		1.	01-9641-0-4300.00-1110-1010-105-301-000											SUPPLIES	54.93
	980751		1.	01-9641-0-4300.00-1110-1010-105-301-000											MICROSCOPE	285.54
	980751		1.	01-9641-0-4300.00-1110-1010-105-301-000											PRIVACY BOARDS	19.61
	980751		1.	01-9641-0-4300.00-1110-1010-105-301-000											SUPPLIES	36.99
	980751		1.	01-9641-0-4300.00-1110-1010-105-301-000											BOOK	22.63
															WARRANT TOTAL	\$3,548.15

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
BATCH: 0050 022018DD  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT	
20189603	000089/	AT&T														
	980765	PO-185049	1.	01-0000-0-5970.	00-0000-2700-700-000-000									252736169	147.00 \$147.00	
															WARRANT TOTAL	
20189604	003346/	COLOMA OUTDOOR DISCOVERY														
	981148	PO-181001	1.	01-9040-0-5819.	00-1110-1010-108-000-000									R-4492	4,671.00 \$4,671.00	
															WARRANT TOTAL	
20189605	001744/	DIEGO TRUCK REPAIR INC.														
	981089	PO-181011	1.	01-0000-0-5610.	00-1110-3600-740-000-000									54017 FC87	963.86 \$963.86	
															WARRANT TOTAL	
20189606	001481/	LAKESHORE LEARNING MATERIALS														
	980902	PO-180771	1.	01-0000-0-4300.	00-0001-1010-105-341-000									1001231217	2,868.07 \$2,868.07	
															WARRANT TOTAL	
20189607	003049/	MATTHEW NAGLE														
	PV-180063			01-0000-0-4300.	00-0000-8110-108-000-000										GILO SUPPLIES	12.97
				01-0000-0-4300.	00-0000-8110-108-000-000										LINDA SUPPLIES	4.17
				01-0000-0-4300.	00-0000-8110-108-000-000										GILO SUPPLIES	4.92
				01-0000-0-4300.	00-0000-8110-108-000-000										LINDA SUPPLIES	36.40
				01-0000-0-5960.	00-0000-2700-700-000-000										GILO USPS	6.95
				01-0000-0-5960.	00-0000-2700-700-000-000										GILO USPS	1.40
				01-1100-0-4300.	00-0000-2700-108-000-000										NANCY SUPPIES	2.13
				01-1100-0-4300.	00-0000-2700-108-000-000										LINDA NURSE SUPPLIES	5.03
				01-6500-0-4300.	00-5770-1100-108-000-000										LINDA SUPPLIES	36.51
				01-6500-0-4300.	00-5770-1100-108-000-000										LINDA SPECIAL ED	10.77
				01-9040-0-4300.	00-1110-1010-108-000-000										DEELYNN SUPPLIES	9.22
				01-9040-0-4300.	00-1110-1010-108-000-000										JUDY SUPPLIES	16.34
															WARRANT TOTAL	\$146.81

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
BATCH: 0050 022018DD  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20189608	000708/	NORTH BAY PETROLEUM													
	180316	PO-185017	1.	01-0000-0-4301.00-1110-3600-740-000-000									202037		6,765.36
				WARRANT TOTAL											\$6,765.36
20189609	001963/	MARIA OROZCO													
	980678	PO-180585	1.	01-6500-0-5840.00-5770-3600-700-753-000										DEC OT MILEAGE	28.89
	980678		1.	01-6500-0-5840.00-5770-3600-700-753-000										NOV OT MILEAGE	28.89
	980678		1.	01-6500-0-5840.00-5770-3600-700-753-000										JAN OT MILEAGE	58.86
				WARRANT TOTAL											\$116.64
20189610	000480/	ROSS RECREATION EQUIPMENT CO													
	180045	PO-180020	1.	01-0000-0-4300.00-0000-8110-105-000-000										I11322	129.00
				WARRANT TOTAL											\$129.00
20189611	071112/	RYLAND CONSULTING													
	981121	PO-180983	1.	01-0000-0-5840.00-0000-7200-700-000-000										1982	16,203.75
	981121		1.	01-0000-0-5840.00-0000-7200-700-000-000										1961	2,972.50
				WARRANT TOTAL											\$19,176.25
20189612	001389/	SAFETY-KLEEN CORP													
	180317	PO-185018	1.	01-0000-0-5839.00-0000-8200-740-000-000										75795093	308.51
				WARRANT TOTAL											\$308.51
20189613	070855/	ANNE SPITLER-KASHUBA													
	980719	PO-185047	1.	01-6500-0-5200.00-5770-1100-700-000-000										JAN MILEAGE	69.92
				WARRANT TOTAL											\$69.92
20189614	004147/	THOMSON REUTERS/BARCLAYS													
	180318	PO-185019	1.	01-0000-0-5839.00-1110-3600-740-000-000										837696449	368.27
				WARRANT TOTAL											\$368.27
*** FUND	TOTALS ***														
				TOTAL NUMBER OF CHECKS:										TOTAL AMOUNT OF CHECKS:	\$39,303.84*
				TOTAL ACH GENERATED:										TOTAL AMOUNT OF ACH:	\$ .00*
				TOTAL EFT GENERATED:										TOTAL AMOUNT OF EFT:	\$ .00*
				TOTAL PAYMENTS:										TOTAL AMOUNT:	\$39,303.84*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
BATCH: 0050 022018DD  
FUND : 12 CHILD DEVELOPMENT FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20189615	000565/	NANCY WOLF														
	980845	PO-180756	1.				12-6105-0-5840,00-0001-1010-105-000-000								CONSULTING FOR BBS PRESCHOOL	660.00
							WARRANT TOTAL									\$660.00

*** FUND	TOTALS ***	TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	\$660.00*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
		TOTAL PAYMENTS:	1	TOTAL AMOUNT:	\$660.00*



DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
BATCH: 0050 022018DD  
FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20189616	003049/	MATTHEW NAGLE													
		PV-180063	13	5310	0	4300	00	0000	3700	108	000	000		GILO FOOD SUPPLIES	21.60
			13	5310	0	4300	00	0000	3700	108	000	000		GILO FOOD SUPPLIES	14.35
														WARRANT TOTAL	\$35.95
20189617	002930/	SYSKO SAN FRANCISCO INC													
	180039	PO-180064	1.	13	5310	0	4700	00	0000	3700	700	000	000	150885320	1,139.56
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150880068	1,280.72
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150898100	1,853.83
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150868606	720.56
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150839263	869.79
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150853504	875.20
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150836601	182.12
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150836600	3,266.80
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150836602	111.48
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150850730	1,513.99
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150857405	127.81
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150843959	54.11
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150865477	2,254.60
	180039		1.	13	5310	0	4700	00	0000	3700	700	000	000	150901714	642.31
														WARRANT TOTAL	\$14,892.88

\*\*\* FUND TOTALS \*\*\*

TOTAL NUMBER OF CHECKS:	2	TOTAL AMOUNT OF CHECKS:	\$14,928.83*
TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
TOTAL PAYMENTS:	2	TOTAL AMOUNT:	\$14,928.83*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0050 022018DD  
 FUND : 14 DEFERRED MAINTENANCE FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20189618	003393/	AMAZON				
	980981	PO-180874	1. 14-0000-0-4300.00-0000-8200-420-119-000		BETTER HOMES BOOK	64.95
			WARRANT TOTAL			\$64.95
*** FUND TOTALS ***			TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	\$64.95*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	1	TOTAL AMOUNT:	\$64.95*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	18	TOTAL AMOUNT OF CHECKS:	\$54,957.62*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	18	TOTAL AMOUNT:	\$54,957.62*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	18	TOTAL AMOUNT OF CHECKS:	\$54,957.62*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	18	TOTAL AMOUNT:	\$54,957.62*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0051 DD02212018  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20190235	070509/	HEIDI ALVES-COSTANZO													
	981127	PO-181051	1.	01-1100-0-4300.00-0000-2700-420-000-000										PARENT EVENT SIGNS	180.75
														WARRANT TOTAL	\$180.75
20190236	071171/	MATTEA AMANDA MASSEY													
	981165	PO-181022	1.	01-9642-0-4300.00-1110-1010-107-144-000										SUPPLIES FOR FAMILY CENTER	138.37
														WARRANT TOTAL	\$138.37
20190237	003393/	AMAZON													
	180151	PO-180175	1.	01-9040-0-4300.00-1110-1010-420-000-000										INK AND POST ITS	132.03
	180151		1.	01-9040-0-4300.00-1110-1010-420-000-000										TONER	67.20
	180151		1.	01-9040-0-4300.00-1110-1010-420-000-000										CABINET 14"	27.16
	180151		1.	01-9040-0-4300.00-1110-1010-420-000-000										20 COPIES HANDMAID'S TALE	216.20
	180151		1.	01-9040-0-4300.00-1110-1010-420-000-000										SUPPLIES	85.21
	180151		1.	01-9040-0-4300.00-1110-1010-420-000-000										CANON SUPPLIES	17.39
	180151		1.	01-9040-0-4300.00-1110-1010-420-000-000										NOTEPADS	40.48
	180151		1.	01-9040-0-4300.00-1110-1010-420-000-000										SCOTCH TAPE	7.25
	180151		1.	01-9040-0-4300.00-1110-1010-420-000-000										CLASSROOM SUPPLIES	34.06
	180151		1.	01-9040-0-4300.00-1110-1010-420-000-000										ELECTRONIC SCALE	66.73
	180151		1.	01-9040-0-4300.00-1110-1010-420-000-000										CABLE TIES	15.04
	180151		1.	01-9040-0-4300.00-1110-1010-420-000-000										PRIVACY FILTER	56.80
	180151		1.	01-9040-0-4300.00-1110-1010-420-000-000										OFFICE SUPPLIES	92.07
	180221	PO-180202	1.	01-0000-0-4300.00-0000-7200-700-000-000										PANASONIC TAPE	30.30
	980904	PO-180827	1.	01-1100-0-4300.00-1110-1010-108-000-000										IMAGING UNIT	169.56
	981049	PO-180917	1.	01-1100-0-4300.00-0000-2700-420-000-000										MONITOR	128.99
	981086	PO-180949	1.	01-0000-0-4300.00-0000-7200-700-000-000										COMPUTER USB CABLES	311.18
	981086		1.	01-0000-0-4300.00-0000-7200-700-000-000										DELL AC CHARGERS	40.96

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
BATCH: 0051 DD02212018  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
	981073	PO-180954	1.	01-6500-0-4300.00-5770-1100-420-000-000											FILE FOLDERS	36.36
	981073		1.	01-6500-0-4300.00-5770-1100-420-000-000											FOLDERS	15.67
	981084	PO-180977	1.	01-6500-0-4300.00-5770-1100-420-000-000											EXPANDING FOLDERS	35.15
	981084		1.	01-6500-0-4300.00-5770-1100-420-000-000											FILE FOLDERS	28.17
	981150	PO-181003	1.	01-1100-0-4300.00-1110-1010-108-000-000											XEROX TONER	218.36
	981150		1.	01-1100-0-4300.00-1110-1010-108-000-000											XEROX TONER	233.60
	981168	PO-181040	1.	01-1100-0-4400.00-0000-2700-420-000-000											SENTRY SECURITY SAFE	529.96
	980751	PO-185055	1.	01-9641-0-4300.00-1110-1010-105-301-000											SWINGLINE STAPLERS	77.00
	980877	PO-185063	1.	01-9040-0-4300.00-1110-1010-105-000-000											INK CARTRIDGES	91.02
	981069	PO-185065	1.	01-6500-0-4300.00-5770-1100-105-000-000											BLUETOOTH KEYBOARD	96.27
															WARRANT TOTAL	\$2,900.17
20190238	071228/	DAKOTAH ANDERSON														
	981160	PO-181015	1.	01-0000-0-5200.00-1130-4200-420-000-000											COACHING COURSE	50.00
															WARRANT TOTAL	\$50.00
20190239	071177/	ATHLETICS UNLIMITED														
	981113	PO-180992	1.	01-0000-0-4300.00-1130-4200-420-000-000											00010000036269	45.31
															WARRANT TOTAL	\$45.31
20190240	003687/	LINDA BORELLO														
	981194	PO-181065	1.	01-0000-0-4300.00-0000-7110-108-000-000											COFFEE,BAGELS STAFF DEV DAY	155.98
	981193	PO-181074	1.	01-1100-0-4300.00-1110-1010-108-000-000											CLASS SUPPLIES	24.94
															WARRANT TOTAL	\$180.92
20190241	003673/	CHRISTINE BOWMAN														
	981157	PO-181013	1.	01-0000-0-5200.00-0000-2700-420-000-000											STAFF DEVELOPMENT	23.98
	981025	PO-181037	1.	01-0000-0-4300.00-0000-7110-700-000-000											BOARD MEETING SNACKS	35.63
	981191	PO-181043	1.	01-0000-0-4300.00-0000-7200-700-000-000											REISSUE OF STALE DATED CHECK	34.32
															WARRANT TOTAL	\$93.93

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0051 DDO2212018  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20190242	070762/	LUIS BURGOS														
	981166	PO-181026	1.	01-9642-0-5200.00-8100-5000-108-144-000											OCT 2017- FEB 2018 MILEAGE	265.90
	981142	PO-181027	1.	01-9642-0-4300.00-1110-1010-108-144-000											MCF LUNCH	43.67
	981060	PO-181058	1.	01-9642-0-4300.00-8100-5000-108-144-000											MCF LUNCH	93.19
	981167	PO-181060	1.	01-9642-0-4300.00-8100-5000-108-144-000											MCF LUNCH	100.02
															WARRANT TOTAL	\$502.78
20190243	070990/	KELLY BUTLER														
	981185	PO-181056	1.	01-9040-0-4300.00-1110-1010-107-000-000											DRUM	199.00
															WARRANT TOTAL	\$199.00
20190244	001106/	C A B E														
	981107	PO-181017	1.	01-9642-0-5200.00-8100-5000-108-144-000											CONFERENCE TEACHERS & PARENTS	3,990.00
	981133	PO-181032	1.	01-9642-0-4300.00-1110-1010-107-144-000											TRAINING, SALCEDO & MATTEA	650.00
															WARRANT TOTAL	\$4,640.00
20190245	003662/	CALIF AG TEACHERS' ASSOCIATION														
	981091	PO-180978	1.	01-7010-0-5200.00-1471-1010-420-000-000											COSTANZO CATA CONFERENCE	342.00
															WARRANT TOTAL	\$342.00
20190246	000254/	CALIF UNIVERSITY BERKELEY														
	981126	PO-181031	1.	01-0000-0-5200.00-0000-7200-700-000-000											CONFERENCE JULIE FAULKNER	135.00
															WARRANT TOTAL	\$135.00
20190247	000024/	CHEVRON USA INC.														
	980468	PO-180338	1.	01-7010-0-4301.00-1110-3600-420-000-000											7898867556	14.37
															WARRANT TOTAL	\$14.37
20190248	001270/	NANCY A CRIVELLI														
	981146	PO-181019	1.	01-3010-0-4300.00-0000-2140-108-000-000											STAFF DEVELOPMENT DAY	22.57
															WARRANT TOTAL	\$22.57
20190249	002952/	DAN'S AUTOMOTIVE														
	180304	PO-185007	1.	01-0000-0-5610.00-1110-3600-740-000-000											40097	4,137.89
	180304		2.	01-0000-0-5610.00-5770-3600-740-000-000											40096	155.20

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0051 DD02212018  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL																\$4,293.09
20190250	002553/	DANCE PALACE														
	981111	PO-181030	1.	01	9040	0	5840	00	1110	1010	107	000	000		PS0118-36	108.00
WARRANT TOTAL																\$108.00
20190251	071052/	DIESEL EMISSIONS SERVICE														
	981044	PO-181009	1.	01	0000	0	6400	00	1110	3600	740	000	000		2-6550	1,450.23
	981088	PO-181010	1.	01	0000	0	4316	00	1110	3600	740	000	000		2-6684	181.23
WARRANT TOTAL																\$1,631.46
20190252	071203/	DIESEL EXHAUST SERVICES														
	981203	PO-181068	1.	01	0000	0	4300	00	1110	3600	740	000	000		34852D	897.00
	981208	PO-181070	1.	01	0000	0	4400	00	1110	3600	740	000	000		34918D	598.00
WARRANT TOTAL																\$1,495.00
20190253	000034/	DISCOVERY OFFICE SYSTEMS														
	981154	PO-181006	1.	01	1100	0	4300	00	1110	1010	107	000	000		55E1416868	80.24
WARRANT TOTAL																\$80.24
20190254	070673/	CHRISTOPHER ECKERT														
	981131	PO-180999	1.	01	0000	0	5200	00	1110	1010	108	000	000		JAN MILEAGE	68.13
WARRANT TOTAL																\$68.13
20190255	004137/	EDUCATIONAL DATA SYSTEMS INC														
	981122	PO-181029	1.	01	0000	0	4300	00	0000	7200	700	000	000		111723791	7.38
WARRANT TOTAL																\$7.38
20190256	004075/	FIRST NATIONAL BANK OMAHA														
	180243	PO-180268	1.	01	0000	0	5970	00	0000	2700	700	000	000		8 X 8 FEES	11.63
	180385	PO-180280	1.	01	0000	0	5839	00	0000	7200	700	000	000		INTEREST FEES	50.09
	180385		1.	01	0000	0	5839	00	0000	7200	700	000	000		INTEREST FEES	6.38
	980686	PO-180589	1.	01	0000	0	5200	00	0000	7100	700	000	000		INTERNET	9.95
	980686		1.	01	0000	0	5200	00	0000	7100	700	000	000		PARKING	20.00

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0051 DD02212018  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
	980686		1.	01-0000-0-5200.00-0000-7100-700-000-000											HOTEL PACIFIC STAY	701.19
	980686		1.	01-0000-0-5200.00-0000-7100-700-000-000											HOTEL STAY	423.05
	981063	PO-180921	2.	01-0000-0-5200.00-0000-7100-700-000-000											NAFIS CONFERENCE	500.00
	981063		1.	01-0000-0-5200.00-0000-7110-700-000-000											NAFIS CONFERENCE	500.00
	981181	PO-181042	1.	01-0000-0-4300.00-0000-7200-700-000-000											THE SWEET ZONE GIFT CARDS	50.00
	981181		1.	01-0000-0-4300.00-0000-7200-700-000-000											PEET'S COFFEE GIFT CARDS	50.00
	981181		1.	01-0000-0-4300.00-0000-7200-700-000-000											MOVIE GIFT CARDS	50.00
	981183	PO-181044	1.	01-0000-0-5840.00-0000-7100-700-000-000											SUBSCRIPTION	540.00
				WARRANT TOTAL												\$2,912.29
20190257	071188/	VIRGINIA GEOGHEGAN														
	981096	PO-180981	1.	01-9040-0-4300.00-1110-1010-420-000-000											YEARBOOK TSHIRTS	131.90
	981116	PO-180989	1.	01-1100-0-4300.00-1110-1010-420-000-000											SUPPLIES	229.20
				WARRANT TOTAL												\$361.10
20190258	070445/	GINA GILARDI														
	981158	PO-181014	1.	01-0000-0-5200.00-1130-4200-420-000-000											COACHING COURSE	95.00
				WARRANT TOTAL												\$95.00
20190259	003576/	HILLYARD/SAN FRANCISCO														
	981119	PO-180985	1.	01-0000-0-4300.00-0000-8200-700-000-000										602840046		564.49
				WARRANT TOTAL												\$564.49
20190260	070825/	MERYL JUNIPER														
	981134	PO-181036	1.	01-9040-0-4300.00-1110-1010-107-000-000											ART SUPPLIES	224.78
				WARRANT TOTAL												\$224.78
20190261	070698/	RHIANNA KAPLAN														
	981152	PO-181005	1.	01-4035-0-5200.00-1110-2140-107-000-000											RESPONSIVE CLASS TRAINING	199.00
				WARRANT TOTAL												\$199.00
20190262	070521/	EMILIE KLEIN														
	981130	PO-180998	2.	01-1100-0-4300.00-1110-1010-108-000-000											SUPPLIES	222.40

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
BATCH: 0051 DDO2212018  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
	981135	PO-181035	1.	01-0000-0-5200.00-1110-1010-108-000-000											JAN MILEAGE	18.53
															WARRANT TOTAL	\$240.93
20190263	004330/	MARIN COUNTY FREE LIBRARY														
	981100	PO-180993	1.	01-9642-0-5840.00-8100-5000-108-144-000											ESLCLASS,READING RANCHES,DAYCA	7,459.00
															WARRANT TOTAL	\$7,459.00
20190264	000359/	MARIN COUNTY TAX COLLECTOR														
	180312	PO-185014	1.	01-0000-0-4301.00-1110-3600-740-000-000											174270	1,537.40
															WARRANT TOTAL	\$1,537.40
20190265	001212/	MICHAEL P MARWEG														
	981123	PO-180997	1.	01-0000-0-5200.00-1110-1010-107-000-000											JAN MILEAGE	15.26
															WARRANT TOTAL	\$15.26
20190266	070886/	CONNIE MARX														
	981125	PO-181048	1.	01-0000-0-5200.00-1110-1010-420-000-000											JAN MILEAGE	19.26
															WARRANT TOTAL	\$19.26
20190267	070660/	ERIN MONTOYA														
	981188	PO-181072	1.	01-0000-0-5200.00-1110-1010-106-000-000											JAN MILEAGE	81.75
															WARRANT TOTAL	\$81.75
20190268	070752/	MATTHEW NAGLE														
	981036	PO-180961	1.	01-9642-0-4300.00-1110-1010-108-144-000											DRAGON KITE, LUNCH	1,017.61
	981136	PO-181034	2.	01-9642-0-4200.00-8100-5000-108-144-000											BOOKS	325.51
	981136		1.	01-9642-0-4300.00-8100-5000-108-144-000											SUPPLIES	22.82
															WARRANT TOTAL	\$1,365.94
20190269	004433/	NORTH BAY LIGHTING AND														
	981102	PO-180994	1.	01-0000-0-4300.00-0000-8200-108-000-000											27886	322.64
															WARRANT TOTAL	\$322.64
20190270	002768/	NORTH COAST SECTION C.I.F.														
	981156	PO-181047	1.	01-0000-0-4200.00-1130-4200-420-000-000											RULE BOOKS	64.95
															WARRANT TOTAL	\$64.95



DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0051 DD02212018  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20190271	000160/	ONGARO AND SONS INC													
	981115	PO-180990	1.	01-0000-0-5840.00-0000-8110-420-000-000									194532		1,537.48
														WARRANT TOTAL	\$1,537.48
20190272	071195/	PACIFIC SLOPE TREE COOPERATIVE													
	981108	PO-181008	1.	01-0000-0-5840.00-0000-8200-108-000-000										DOWN 10 TREES	14,300.00
														WARRANT TOTAL	\$14,300.00
20190273	003477/	POINT REYES NATL SEASHORE ASSC													
	981149	PO-181002	1.	01-9040-0-5819.00-1110-1010-108-000-000										SS0322018	190.00
	981184	PO-181064	1.	01-9040-0-5819.00-1110-1010-108-000-000										SS03262018	260.00
														WARRANT TOTAL	\$450.00
20190274	070108/	PSAT/NMSQT													
	981169	PO-181039	1.	01-7338-0-4300.00-1110-1010-420-155-000										381876584A	368.00
														WARRANT TOTAL	\$368.00
20190275	071227/	PEGGY REINA													
	981164	PO-181059	1.	01-0000-0-5200.00-1110-1010-106-000-000										JAN MILEAGE	5.45
														WARRANT TOTAL	\$5.45
20190276	001498/	CELESTINE M RIGHETTI													
	981124	PO-180988	1.	01-0000-0-5200.00-1110-1010-420-000-000										JAN MILEAGE	55.59
														WARRANT TOTAL	\$55.59
20190277	070764/	ESPERANZA ROMAN-NUNEZ													
	981159	PO-181046	1.	01-3010-0-4300.00-0000-2495-420-000-000										ELAC MEETING SNACKS	38.83
														WARRANT TOTAL	\$38.83
20190278	001389/	SAFETY-KLEEN CORP													
	180317	PO-185018	1.	01-0000-0-5839.00-0000-8200-740-000-000										75823720	60.00
														WARRANT TOTAL	\$60.00
20190279	004431/	LAURIE SCHMITT													
	981112	PO-181007	1.	01-6010-0-4300.00-8100-5000-105-000-000										MEAL AND CRAFT SUPPLIES	207.04
														WARRANT TOTAL	\$207.04

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0051 DD02212018  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20190280	004147/	THOMSON REUTERS/BARCLAYS													
	981155	PO-181018	1.	01-0000-0-5839	00-1110-3600-740-000-000								734673		12.29
					WARRANT TOTAL										\$12.29
20190281	003335/	THUNDERSTAR STAGES													
	981095	PO-181050	1.	01-7338-0-5840	00-1110-1010-420-155-000								24536		6,900.00
					WARRANT TOTAL										\$6,900.00
20190282	000354/	VAN BEBBER BROS INC													
	981097	PO-180982	1.	01-9040-0-4300	00-1110-1010-420-000-000								161749		98.52
					WARRANT TOTAL										\$98.52
20190283	070693/	JUDY VAN EVERA													
	981195	PO-181069	1.	01-1100-0-4300	00-1110-1010-108-000-000									SCIENCE UNITS	99.00
					WARRANT TOTAL										\$99.00
20190284	001153/	ELLEN H WEBSTER													
	981118	PO-180986	1.	01-0000-0-5200	00-0000-7200-700-000-000									JAN MILEAGE	69.16
					WARRANT TOTAL										\$69.16
20190285	003224/	DAVID W WHITNEY													
	981105	PO-180995	1.	01-9040-0-4300	00-1110-1010-106-000-000									GUITAR CABLES,STRNGS,TAMBORINE	97.95
					WARRANT TOTAL										\$97.95
*** FUND	TOTALS ***														
					TOTAL NUMBER OF CHECKS:										51
					TOTAL ACH GENERATED:										0
					TOTAL EFT GENERATED:										0
					TOTAL PAYMENTS:										51
					TOTAL AMOUNT OF CHECKS:										\$56,891.57*
					TOTAL AMOUNT OF ACH:										\$ .00*
					TOTAL AMOUNT OF EFT:										\$ .00*
					TOTAL AMOUNT:										\$56,891.57*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0051 DD02212018  
 FUND : 12 CHILD DEVELOPMENT FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT	
20190286	071102/	CAROLYN STRANSKY														
	981145	PO-181020	1.	12-6105-0-4300.00-0001-1010-105-000-000										CLASS SUPPLIES	101.43	
	981171	PO-181024	1.	12-6105-0-4300.00-0001-1010-105-000-000										CLASS SUPPLIES	27.61	
				WARRANT TOTAL												\$129.04
*** FUND	TOTALS ***			TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	\$129.04*									
				TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*									
				TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*									
				TOTAL PAYMENTS:	1	TOTAL AMOUNT:	\$129.04*									

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0051 DD02212018  
 FUND : 13 CAFETERIA FUND

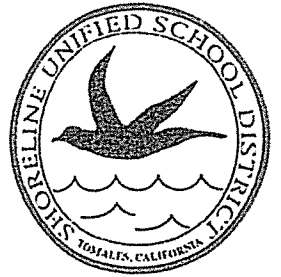
WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20190287	070157/	DEBBIE BECERRA													
	981139	PO-181054	1.	13-5310-0-5200.00-0000-3700-700-000-000										FEB MILEAGE	26.60
														WARRANT TOTAL	\$26.60
20190288	003084/	CALIFORNIA REFRIGERATION FOOD													
	981140	PO-181055	1.	13-5310-0-5610.00-0000-3700-700-000-000										146179	447.33
														WARRANT TOTAL	\$447.33
20190289	002520/	COTATI FOOD SERVICE													
	180024	PO-180009	1.	13-5310-0-4700.00-0000-3700-700-000-000										01/11/18-02/22/18	5,332.94
														WARRANT TOTAL	\$5,332.94
20190290	070655/	GAY LYNN DUEL													
	981138	PO-181053	1.	13-5310-0-5200.00-0000-3700-700-000-000										JAN MILEAGE	80.66
														WARRANT TOTAL	\$80.66
20190291	004206/	SHERRI EDWARDS													
	980996	PO-180873	1.	13-5310-0-4300.00-0000-3700-700-000-000										SUPPLIES	58.02
														WARRANT TOTAL	\$58.02
*** FUND	TOTALS ***														
						TOTAL NUMBER OF CHECKS:								TOTAL AMOUNT OF CHECKS:	\$5,945.55*
						TOTAL ACH GENERATED:	0							TOTAL AMOUNT OF ACH:	\$ .00*
						TOTAL EFT GENERATED:	0							TOTAL AMOUNT OF EFT:	\$ .00*
						TOTAL PAYMENTS:	5							TOTAL AMOUNT:	\$5,945.55*

DISTRICT: 064 SHORELINE UNIFIED SCHOOL DIST.  
 BATCH: 0051 DD02212018  
 FUND : 14 DEFERRED MAINTENANCE FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20190292	003393/	AMAZON													
	981042	PO-180936	1.	14-0000-0-4300.00-0000-8200-108-119-000										FURNITURE	1,059.33
														WARRANT TOTAL	\$1,059.33
20190293	003687/	LINDA BORELLO													
	981186	PO-181071	1.	14-0000-0-4300.00-0000-8200-108-119-000										FURNITURE FOR KELSEY HENKE	588.76
														WARRANT TOTAL	\$588.76
20190294	070521/	EMILIE KLEIN													
	981130	PO-180998	1.	14-0000-0-4300.00-0000-8200-108-119-000										SUPPLIES	335.61
														WARRANT TOTAL	\$335.61
20190295	071197/	LEETE GENERATORS													
	980726	PO-180638	1.	14-0000-0-6400.00-0000-8200-700-000-000										30020	8,818.09
														WARRANT TOTAL	\$8,818.09
*** FUND	TOTALS ***														
				TOTAL NUMBER OF CHECKS:		4								TOTAL AMOUNT OF CHECKS:	\$10,801.79*
				TOTAL ACH GENERATED:		0								TOTAL AMOUNT OF ACH:	\$ .00*
				TOTAL EFT GENERATED:		0								TOTAL AMOUNT OF EFT:	\$ .00*
				TOTAL PAYMENTS:		4								TOTAL AMOUNT:	\$10,801.79*
*** BATCH	TOTALS ***														
				TOTAL NUMBER OF CHECKS:		61								TOTAL AMOUNT OF CHECKS:	\$73,767.95*
				TOTAL ACH GENERATED:		0								TOTAL AMOUNT OF ACH:	\$ .00*
				TOTAL EFT GENERATED:		0								TOTAL AMOUNT OF EFT:	\$ .00*
				TOTAL PAYMENTS:		61								TOTAL AMOUNT:	\$73,767.95*
*** DISTRICT	TOTALS ***														
				TOTAL NUMBER OF CHECKS:		61								TOTAL AMOUNT OF CHECKS:	\$73,767.95*
				TOTAL ACH GENERATED:		0								TOTAL AMOUNT OF ACH:	\$ .00*
				TOTAL EFT GENERATED:		0								TOTAL AMOUNT OF EFT:	\$ .00*
				TOTAL PAYMENTS:		61								TOTAL AMOUNT:	\$73,767.95*

# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX (707) 878-2554



March 6, 2018

Fisherman's Chapel by the Bay  
C/O Laura Dangers  
PO Box 967  
Bodega Bay, CA 94923

Dear Fisherman's Chapel by the Bay:

The Shoreline Unified School District Board of Trustees accepted your gift of \$1,000 that you donated to the Bodega Bay School to be used for a field trip to Vertex Climbing Center or art lessons.

The Board and staff wish to thank you for your generous support.

A vital part of our excellent school program is on-going community support and we are most appreciative.

Cordially,

A handwritten signature in black ink, appearing to read "Bob Raines".

Bob Raines  
Superintendent

*Thank you!!*

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TOMALES ELEMENTARY (707) 878-2214 FAX: 878-2467	BODEGA BAY ELEMENTARY (707) 875-2724 FAX: 875-2182	TOMALES HIGH SCHOOL (707) 878-2286 FAX: 878-2787	WEST MARIN ELEMENTARY (415) 663-1014 FAX: 663-8558	INVERNESS PRIMARY (415) 669-1018 FAX: 669-1581
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L-32- PORTATION  
(707) 878-2221

SHORELINE UNIFIED SCHOOL DISTRICT  
P.O. BOX 198  
TOMALES, CA 94971  
707-878-2266

ACCEPTANCE OF GIFTS

Please submit to the District Office upon completion

Gift Received By: Bodega Bay  
After School Program Date: 2/26/18

Description of Gift: \_\_\_\_\_  
check in the amount of \$1000<sup>00</sup>-  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Special Instructions: TO be used for a field trip to  
Vortex or Art lessons.  
\_\_\_\_\_  
\_\_\_\_\_

Name and Address of Donor - (If organization or agency, give name of president or administrator)

Fisherman's Chapel By the Bay  
c/o Laura Dangers  
PO Box 967  
Bodega Bay CA 94923

Field Trip Notice

Teacher: Anne Halley Harper Grade: 4  
Destination: Coloma Outdoor Discovery School  
Day/Date: Monday, April 30 - Wednesday, May 2, 2018  
Time leaving school: 6:30 am Time returning to school: 3 p.m  
Transportation: \_\_\_\_\_ Drivers are needed: X  
Parent volunteers are needed: X  
Be sure to bring: a lunch X. Other things: see packing list

The cost for this event is \$ \_\_\_\_\_ per child. Any donation you can provide would be appreciated. No child will be excluded from the activity due to inability to pay.

Cut here and return the completed portion below by: \_\_\_\_\_

-----  
\_\_\_\_\_ has my permission to go on a field  
Student's Name

trip to Coloma Outdoor Discovery School on 4/30 - 5/2, 2018  
Place Date

X I will be able to volunteer for this field trip. Drivers mainly

If drivers are needed and you are volunteering to drive, please fill in lines 1 & 2:

Drivers must have current paperwork preapproved and on file in the school office.

1.  I can drive and will be at the school 5 minutes before the departure time indicated.
2. I have \_\_\_\_\_ seat belts for passengers

Parent's Signature: \_\_\_\_\_



Principal Adam Jennings  
Tomales High School  
3850 Irvin Road  
Tomales, CA 94971

February 28, 2018

Dear Adam:

With regret, I'm writing to inform you that I plan not to continue in my position as an English teacher at Tomales High School in the 2018-19 school year. I very much appreciate the opportunity to participate in this community. I've come to care for and respect the students, and I've worked hard and to the best of my ability to teach them all I can.

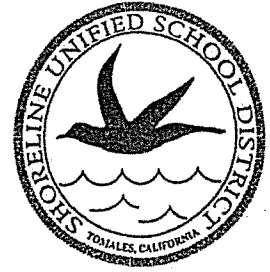
Unfortunately, I've found it impossible to maintain a reasonable work-life balance and need to devote more time and attention to my family. If an opportunity ever arises in the future for part-time work at THS, including as a writing tutor or newspaper advisor, I hope you will keep me in mind.

Again, thank you for this opportunity. Staff, faculty and administration have all been welcoming; and the students have been wonderful.

Sincerely,  
Jennifer Frances

# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



February 28, 2018

Ms. Jennifer Frances  
12 Knobhill Terrace  
Petaluma, CA 94952

Dear Ms. Frances;

In accordance with Shoreline Unified School District Board Policy 4117.2, I accept your resignation from your position as a certificated teacher at Tomales High School, effective June 30, 2018.

Thank you for your services to Tomales High, our District, and our students. I wish you the best in your future endeavors.

Sincerely,

Bob Raines

Superintendent

C: Adam Jennings, Principal, Tomales High School  
Board of Trustees

3/06/2018

Bob Raines, Superintendent  
Shoreline Unified School District  
10 John Street  
P.O. Box 198  
Tombles, CA 94971

Dear Supt. Raines,

Pursuant to the provisions of the Educational Employment Relations Act, the Shoreline Education Association is hereby providing notice that it intends to open the collective-bargaining negotiations process for the 2018-2019 school year in order to address the following priorities:

1. Article 5, Wages, with the intention of improving compensation for bargaining-unit members.
2. Article 6, Health and Welfare Benefits, with the intention of increasing the District contribution for benefits
3. The Association reserves the right to sunshine two (2) articles during negotiations.

As you know, the Act requires that these bargaining priorities be presented at a public session of the District Board of Trustees prior to the beginning of active negotiations.

Accordingly, please place this notice on the agenda for the March 2018 meeting of the Shoreline Unified School District Board of Trustees. In the interest of expediting the negotiations process, the Association requests that the District also identify its bargaining priorities at that meeting.

Sincerely,

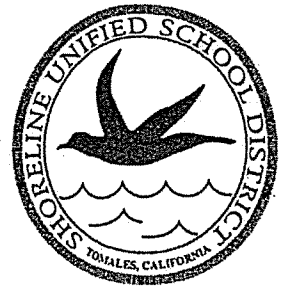


Member, Bargaining Committee  
Shoreline Education Association

cc: Daniel Reynolds, CTA Regional UniServ Staff

# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



March 15, 2018

To: Members of the Public  
Shoreline Education Association/CTA

From: Bob Raines, Superintendent

Re: Initial Contract Proposal for 2017-18

In accordance with the Educational Employment Relations Act and the current collective bargaining agreement between the Shoreline Unified School District and Shoreline Education Association/CTA, the following serves as the District's initial contract proposal for 2017-18.

## **ARTICLE V- WAGES AND ARTICLE VI -- HEALTH AND WELFARE BENEFITS**

The District has a strong interest in the future cost containment of health and welfare benefits and any salary increase shall be connected to this goal. As such, negotiations will be conducted on the basis of Total Compensation: health and welfare benefits plus salary. The District also has a strong interest in consistency regarding extra duty pay.

## **ARTICLE XI, PROCEDURES FOR EVALUATION**

The District has a strong interest in collaboratively developing an evaluation procedure that supports continued professional growth and continually improving instructional practices for the benefit of the District's students.

The District looks forward to positive, collaborative negotiations with the Shoreline Education Association/CTA for 2017-18.

# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



March 15, 2018

To: Members of the Public  
California School Employees Association (CSEA), Chapter 304

From: Bob Raines, Superintendent

Re: Initial Contract Proposal for 2017-18

In accordance with the Rules and Regulations of the Public Employment Relations Board (PERB) and the reopener provisions of Article XIX of the current collective bargaining agreement between the Shoreline Unified School District and California School Employees Association, Chapter 304, the following serves as the District's initial contract proposal for 2017-18.

## **ARTICLE VIII – WAGES AND ARTICLE IX – HEALTH AND WELFARE BENEFITS**

The District has a strong interest in the future cost containment of health and welfare benefits and any salary increase shall be connected to this goal. As such, negotiations will be conducted on the basis of Total Compensation: health and welfare benefits plus salary.

## **ARTICLE VI, SECTION 6.19 RECLASSIFICATION**

The District has a strong interest in ensuring that all employees are working in a classification and to a job description that is aligned with their assignment, and in developing an efficient and fair process for resolving situations when that may not be the case.

The District looks forward to positive, collaborative negotiations with the Classified School Employees Association, Chapter 304 for 2017-18.

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TOMALES ELEMENTARY	BODEGA BAY ELEMENTARY	TOMALES HIGH SCHOOL	WEST MARIN ELEMENTARY	INVERNESS PRIMARY
(707) 878-2214	(707) 875-2724	SHORELINE HIGH SCHOOL	(415) 663-1014	(415) 669-1018
FAX: 878-2467	FAX: 875-2182	INDEPENDENT STUDY SCHOOL	FAX: 663-8558	FAX: 669-1581
		(707) 393-2286		TRANSPORTATION
		FAX: 878-2787		(707) 878-2221

**Valenzuela/CAHSEE Lawsuit Settlement**  
**Quarterly Report on Williams Uniform Complaints**  
 [Education Code § 35186(d)]

District: SHORELINE UNIFIED SCHOOL DISTRICT

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Person completing this form: Bob Raines Title: Superintendent

Quarterly Report Submission Date:  October 2017  
 (check one)  January 2018  
 April 2018  
 July 2018

Date for information to be reported publicly at governing board meeting: March 15, 2018.

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		
CAHSEE Intensive Instruction and Services	0		
<b>TOTALS</b>	0		

Bob Raines

Print Name of District Superintendent

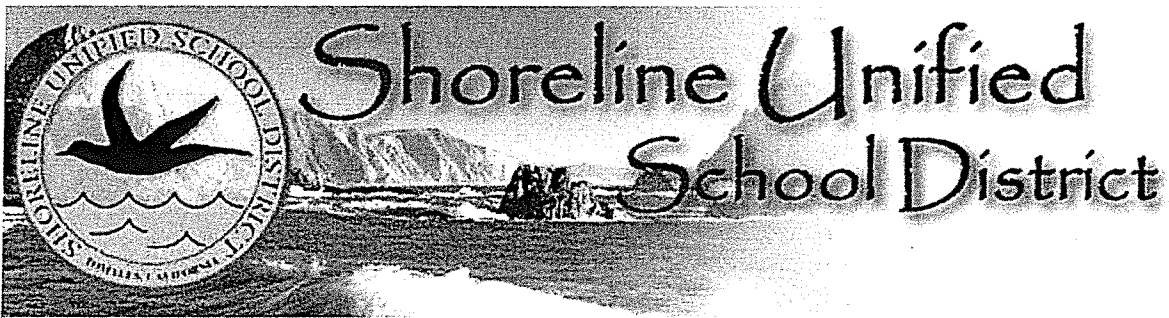
Signature of District Superintendent

Date 3/16/2018

# Have You Ever Thought About Serving on the School Board?

**This November, three seats on our School Board will be on the ballot. Join us to learn about the requirements, timelines, responsibilities and duties of being on the Board of Trustees.**

**Monday, March 12,  
7:00 PM  
at Tomales High School**  
Future Dates; 5/15 in Tomales,  
4/17 in Point Reyes



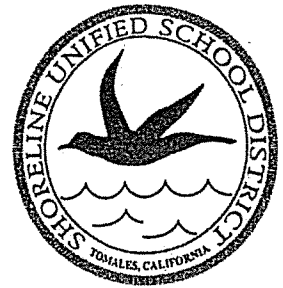
# ¿Alguna vez pensaste en servir en la Mesa Directiva Escolar?

**Este noviembre, tres asientos en nuestra Mesa Directiva Escolar estarán en la boleta. Únase a nosotros para conocer los requisitos, los plazos, las responsabilidades y los deberes de pertenecer a la Mesa Directiva.**

**Lunes, 12 de marzo,  
7:00 p.m.  
en Tomales High School**  
Futuras Fechas; 5/15 en Tomales,  
4/17 en Point Reyes

# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



March 15, 2018

To: The Board of Trustees  
From: Bob Raines, Superintendent  
Re: Ending Balance Commitments

In accordance with Board Policy 3100, Budget, and Governmental Accounting Standards Board (GASB) Statement 54, the Board shall:

classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54, as follows:

1. Nonspendable fund balance includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and prepaids) or that are legally or contractually required to be maintained intact.
2. Restricted fund balance includes amounts constrained to specific purposes by their providers or by law.
3. Committed fund balance includes amounts constrained to specific purposes by the Board. For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period (June 30), although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.
4. Assigned fund balance includes amounts which are intended for a specific purpose but do not meet the criteria to be classified as restricted or committed. The Board delegates authority to assign funds to the assigned fund balance to the Superintendent and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements. The Superintendent may further delegate the authority to assign funds at his/her discretion.
5. Unassigned fund balance includes amounts that are available for any purpose.

In recent discussions of the Fiscal Advisory Committee, it has been recommended that the Board take action to commit portions of the general fund ending balance to a variety of purposes, such as;

- Unanticipated costs of student placements in non-public schools for special education services
- Deferred maintenance of District facilities
- Anticipated curriculum adoption costs
- Anticipated replacement of instructional and administrative technology
- Other unanticipated but unavoidable expenditures

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TOMALES ELEMENTARY	BODEGA BAY ELEMENTARY	TOMALES HIGH SCHOOL	WEST MARIN ELEMENTARY	INVERNESS PRIMARY
(707) 878-2214	(707) 875-2724	SHORELINE HIGH SCHOOL	(415) 663-1014	(415) 669-1018
FAX: 878-2467	FAX: 875-2182	INDEPENDENT STUDY SCHOOL	FAX: 663-8558	FAX: 669-1581
		(707) 878-32286		TRANSPORTATION
		FAX: 878-2787		(707) 878-2221

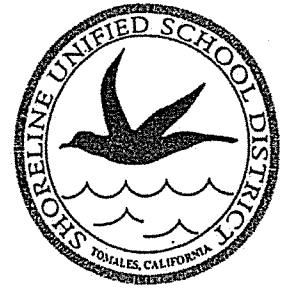


These commitments would require Board action and would likely take place at the point of adoption of the 2018-19 Budget, although the Board could take such action at any time. Should the Board determine that such commitments were no longer prudent or in the best interest of the District, additional Board action would be necessary to change the commitments.

I recommend that the Board engage in a discussion of the appropriate amounts of the general fund ending balance that should be committed to these, and possibly other, purposes. I propose to bring information forward for the April meeting, should the Board wish, to support a discussion leading to such commitments for the 2018-19 budget, or possibly for the current year's budget, if the Board so wishes.

# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



March 15, 2018

To: The Board of Trustees  
From: Bob Raines, Superintendent  
Re: Revised Job Descriptions

I have attached revised job descriptions for your approval.

The Para Educator 1 Job Description is a revision of the Instructional Assistant Job Description with only a change in job title to Para Educator 1.

The Technology Coordinator Job Description is a revision of the previous job description for this position, with modifications that reflect the increased responsibilities of the position that have evolved over time.

I recommend that the Board approve these job descriptions.

SHORELINE UNIFIED SCHOOL DISTRICT  
JOB DESCRIPTION

TITLE: Para/Educator I

SALARY: Range 12

**BASIC FUNCTION:**

Under the general supervision of the site principal, assist certificated staff in the instruction, supervision and training of individual or groups of students by performing a variety of training and/or instructional support activities and perform related duties, as assigned. This position provides a variety of instructional/training support activities related to the classroom. Incumbents may work with non/limited English speaking or special education students.

**REPRESENTATIVE DUTIES AND RESPONSIBILITIES:**

- Tutor students in individual lessons and/or practices to reinforce learning concepts
- Assist certificated teacher(s) in implementing curriculum for assigned area(s) of instruction and various recreational activities
- Assist in supervising students to maintain effective learning environment, noting behavioral problems observed and disciplining when necessary
- Assist certificated personnel in organizing assigned learning, vocational and/or instructional environment(s)
- Clean and maintain neat and orderly classroom/instructional/vocational areas
- Prepare instructional materials and equipment for classroom use
- Work closely with substitute teacher to provide program continuity when regularly assigned certificated teacher is absent
- Provide teacher(s) and/or school administrators with relevant feedback and information on students progress through observation, daily contact and maintaining accurate student records
- Maintain informal and operational records and files, including tests/homework scores, student work folders and other records related to instructional objectives
- Maintain confidentiality of student information in accordance with existing law
- Monitor, assist and interact with students while using equipment and technology
- Practice safe work habits on a consistent basis
- Perform a variety of clerical tasks as assigned that may include filing, answering phones, taking messages and completing and preparing forms as appropriate for assignment
- Direct and monitor the work of student assistants/tutors as required
- Work cooperatively with teachers, parents, students and staff
- Treat others with courtesy and respect
- Perform related duties, as assigned

**MINIMUM QUALIFICATIONS:**

**Knowledge of:**

- Pertinent academic areas and learning situations
- General behavior management techniques
- Indoor/outdoor recreational activities
- Standard English usage, spelling, grammar and punctuation
- Standard office machines and technology
- Safe work practices

Ability to:

- Plan, organize and prioritize own work to meet deadlines; accomplish assigned tasks within established timelines including maintaining accurate records and files
- Maintain an orderly work environment and perform tasks in prescribed and safe manner
- Establish and maintain cooperative working relationships with those contacted during performance of job duties
- Maintain and improve professional skills and knowledge
- Be flexible and receptive to change
- Understand and apply established principles, techniques and procedures required for effective job performance
- Learn methods and procedures to be followed in assigned instructional area
- Understand and carry out both oral and written instructions in an independent manner
- Learn the requirements of the students in the specific learning program(s) to which assigned
- Analyze situations accurately and adopt an effective course of action
- Effectively supervise students in a variety of situations and remain calm and patient in stressful situations
- Communicate effectively and tactfully in both oral and written forms
- Administer basic first-aid/CPR
- Interact with students during recreational and classroom activities which require twisting, bending, pushing and pulling
- Develop rapport with students and be consistently fair, impartial and objective when dealing with students
- Adapt to periodic heavy work load
- Maintain regular and reliable attendance

EDUCATION, TRAINING AND EXPERIENCE:

- High School diploma or recognized equivalent
- Two (2) years of higher education, from an accredited institution, study equivalent to 48 semester units, an Associate of Arts Degree or passage of district competency exam
- Demonstrated experience in using judgment in high pressure situations
- Bilingual (Spanish) is desirable
- First-Aid and CPR Certificates required within 6 months of employment

PHYSICAL REQUIREMENTS:

- Meet the physical requirements necessary to perform assigned duties safely and effectively, including lifting fifty (50) pounds on an occasional basis and in excess of fifty (50) pounds with assistance
- Post Offer/Pre-Placement Physical Exam (POPP)

Reasonable accommodations may be made to enable a person with a disability to perform the essential function of the job.

CLEARANCES:

State and federal fingerprint clearance  
TB clearance (required every 4 years)

SHORELINE UNIFIED SCHOOL DISTRICT  
JOB DESCRIPTION

TITLE: District Technology Support Technician

SALARY: Range 17

Basic Function:

Under the direct supervision of the Superintendent, monitors, maintains, and updates information systems and equipment to ensure optimal performance. Provides consultation and training to staff. Serves as district testing coordinator.

Representative Duties and Responsibilities:

- Researches and implements emerging telecommunication and IP technologies
- Monitors, tests, troubleshoots and debugs database and network systems
- Performs routine system management
- Develops procedures and documentation
- Installs, deploys and manages network services such as print, email, web, database, file sharing, domain name system (DNS) dynamic host configuration protocol (DHCP), security and other network operations
- Installs, configures and manages network switches, routers and other local area network (LAN) and wide area (WAN) network devices
- Coordinates the collection, management and distribution of data
- Monitors and maintains computer network security systems
- Provides individual and group training in advanced uses of software applications
- Develops training materials, attends trainings, workshops and other professional development opportunities as assigned
- Assists in the local administration, reporting, and interpretation of tests and other accountability measures
- Train local personnel who are responsible for test administration procedures, including procedures for test administrations that require accommodations
- Maintain test security
- Keeps abreast of new developments in technology
- Performs other duties as assigned

Minimum Qualifications:

Knowledge of:

- Principles, theories, methods, materials and equipment used in the design, installation, operation and maintenance of computer networks, web pages and database systems
- Administration, use and requirements of computer applications, operating systems and telecommunications systems
- Procedures of software and hardware configurations and optimization
- Standard English usage, spelling, grammar and punctuation

Ability to:

- Plan, install, operate, administer, troubleshoot, maintain and repair computers, networks and peripherals
- Provide technical service and assistance on matters relating to the installation, operation and maintenance of the SUSD information system
- Comprehend technical manuals and instructions; analyze and problem solve in a complex and technical environment
- Demonstrate strength, stamina and physical agility to complete assigned tasks
- Establish and maintain cooperative working relationships
- Operate sophisticated technical equipment, work independently, utilizing effective time management strategies to complete assigned projects

Education, Training and Experience:

- Either an AA Degree in Computer Science, or graduation from an accredited four-year institute of higher learning in Computer Science, Information Technology or related field
- Or two years of responsible experience in the installation, operation, backup, repair, upgrade, support, maintenance and interoperability of stand-alone and network operating systems, applications, hardware, network peripherals and network security
- Possession of a valid California Driver's License

Physical Requirements:

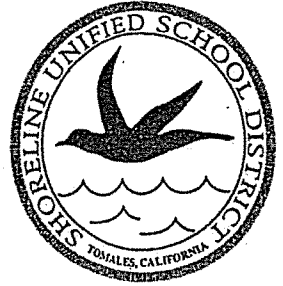
- Lift and carry items up to 60 pounds
- Post Offer/Pre-Placement Physical Exam (POPP)

Clearances:

- State and federal fingerprint clearance
- TB clearance (every 4 years)

# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



March 15, 2018

To: The Board of Trustees  
From: Bob Raines, Superintendent  
Re: Revised Classified Salary Schedule

I have attached a revised classified salary schedule which reflects changes made in response to reclassification determinations, recommended to you in accordance with the Agreement Between the Shoreline Unified School District and the California School Employees Association, Shoreline Unified Chapter #304.

I recommend that you approve the attached revised salary schedule.

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TOMALES ELEMENTARY	BODEGA BAY ELEMENTARY	TOMALES HIGH SCHOOL	WEST MARIN ELEMENTARY	INVERNESS PRIMARY
(707) 878-2214	(707) 875-2724	SHORELINE HIGH SCHOOL	(415) 663-1014	(415) 669-1018
FAX: 878-2467	FAX: 875-2182	INDEPENDENT STUDY SCHOOL	FAX: 663-8558	FAX: 669-1581
		(7-49-3-2286 FAX: o/d-2787		TRANSPORTATION (707) 878-2221

**SHORELINE UNIFIED SCHOOL DISTRICT  
CLASSIFIED SALARY SCHEDULE  
2017-18 (DRAFT REVISION)**

Position	Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Technology Coordinator	17	25.78	26.82	27.90	29.02	30.17	31.37	32.63	33.94	35.29	36.70
District Mechanic Coordinator of Buildings/Grounds	16	20.80	21.62	22.50	23.39	24.33	25.31	26.31	27.36	28.45	29.59
Administrative Secretary Skilled Maintenance Bus Driver Instructor	15	20.36	21.18	22.02	22.91	23.81	24.77	25.76	26.49	27.86	28.97
Para Educator 2 Special Ed.	14.5	19.60	20.37	21.20	22.05	22.92	23.85	24.79	25.79	26.82	27.85
Para Educator 2 Bus Driver	14	18.83	19.58	20.37	21.19	22.03	22.92	23.82	24.78	25.77	26.80
District Food Service Manager	13	18.44	19.18	19.94	20.74	21.57	22.42	23.33	24.27	25.22	26.23
Para Educator 1 Sub Service	12	17.96	18.68	19.43	20.20	21.00	21.85	22.71	23.63	24.57	25.55
Volunteer Coordinator	11	17.56	18.26	18.99	19.76	20.54	21.35	22.22	23.10	24.03	25.00
District Clerk Food Service Lead	10	17.10	17.78	18.49	19.23	20.01	20.81	21.63	22.51	23.40	24.34
Open	9	16.72	17.39	18.09	18.81	19.56	20.35	21.17	22.01	22.90	23.80
Maintenance/Custodian	8	16.28	16.93	17.61	18.31	19.04	19.81	20.60	21.43	22.29	23.19
Groundskeeper	7	15.91	16.55	17.21	17.90	18.61	19.35	20.13	20.93	21.77	22.64
Food Service Assistant	6	15.52	16.15	16.79	17.46	18.18	18.88	19.64	20.42	21.24	22.08



**SHORELINE UNIFIED SCHOOL DISTRICT  
CLASSIFIED SALARY SCHEDULE  
2017-18 (DRAFT REVISION)**

Position	Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Technology Coordinator	17	25.78	26.82	27.90	29.02	30.17	31.37	32.63	33.94	35.29	36.70
District Mechanic Coordinator of Buildings/Grounds	16	20.80	21.62	22.50	23.39	24.33	25.31	26.31	27.35	28.45	29.59
Administrative Secretary Skilled Maintenance Bus Driver Instructor	15	20.96	21.18	22.02	22.91	23.81	24.77	25.76	26.49	27.85	28.97
Para Educator 2 Special Ed.	14.5	19.60	20.37	21.20	22.05	22.92	23.85	24.79	25.79	26.82	27.85
Para Educator 2 (Library, Art, Reading, Computer) Bus Driver	14	18.83	19.58	20.37	21.19	22.03	22.92	23.82	24.78	25.77	26.80
District Food Service Manager	13	18.44	19.18	19.94	20.74	21.57	22.42	23.33	24.27	25.22	26.23
Para Educator 1 Sub Service	12	17.95	18.68	19.43	20.20	21.00	21.85	22.71	23.63	24.57	25.55
Volunteer Coordinator	11	17.56	18.26	18.99	19.76	20.54	21.35	22.22	23.10	24.03	25.00
District Clerk Food Service Lead	10	17.10	17.78	18.49	19.23	20.01	20.81	21.63	22.51	23.40	24.34
Open	9	16.72	17.39	18.08	18.81	19.56	20.35	21.17	22.01	22.90	23.80
Maintenance/Custodian	8	16.28	16.93	17.61	18.31	19.04	19.81	20.60	21.43	22.29	23.19
Groundskeeper	7	15.91	16.55	17.21	17.90	18.61	19.35	20.13	20.93	21.77	22.64
Food Service Assistant	6	15.52	16.15	16.79	17.46	18.16	18.88	19.64	20.42	21.24	22.08

Longevity      Per Month  
 After 8 Years    \$125.00  
 After 11 Years   \$150.00  
 After 15 Years   \$175.00  
 After 20 Years   \$200.00  
 After 25 Years   \$225.00

Differential Pay  
 \$0.50 per hour  
 For custodial hours worked after 5:00 PM

*Janni Schmitt 2/28/18*  
*Lucretia Borello 2-28-18*  
*Bob Ranz 2/28/17*

# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



March 15, 2018

To: The Board of Trustees  
From: Bob Raines, Superintendent  
Re: Classified Job Reclassifications

In the fall of 2017, according to the contract between the District and the California School Employees' Association (CSEA) local association, a committee comprised of administrative and employee representatives met to consider a request to reclassify instructional assistants who were working in special education assignments. The committee agreed upon a recommendation that these IA's be assigned to a new position and classification, Para Educator 2 – Special Education, due to the unique duties and responsibilities required of employees assigned to these positions. Among those duties and responsibilities are toileting, administering medications, translating text to braille, and other requirements calling for specialized skills or training.

I met with representative members of this job class, and developed the attached job description, Para Educator 2 – Special Education. At the same time, it was agreed that the current Instructional Assistant position be retitled Para Educator 1.

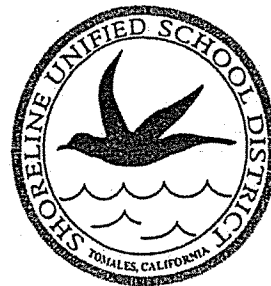
At a later date, in negotiations with unit representatives, it was agreed that this position should be assigned to a new salary range, 14.5, as shown in the draft classified salary schedule, also attached. This range was determined to be comparable to the range of similar positions in analogous districts, and in keeping with the relative ranking of the District's other classifications in comparison to Marin and Sonoma County districts. In accordance with the contract, this would be effective January 10, 2017, the date of the original request.

The fiscal impact of this action for the current year is \$25,157, \$18,537 of which is retroactive to the time of the original request, and \$6,620 of which is for the remainder of the current year.

I recommend that the Board take action to approve this reclassification, the new job description, and the creation of the new salary range.

# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



March 15, 2018

To: The Board of Trustees  
From: Bob Raines, Superintendent  
Re: Job Description for the Director of Fiscal Services

I have attached a draft of a job description for the position of Director of Fiscal Services.

This draft was developed from job descriptions utilized in other districts in Marin County by Vonda Fernandes and myself, at the Board's direction.

This is in response to the advice from the Marin County Office of Education that the needs of the District would be best served by hiring a Director of Fiscal Services rather than a Chief Business Official.

I recommend that you approve this draft job description.

# SHORELINE UNIFIED SCHOOL DISTRICT

## DRAFT Job Description

Title: Director of Fiscal Services  
Salary: Classified Management Range 1  
Work Year: 230 Days - 12 months

### Basic Function:

Under the supervision of the Superintendent, the Director of Fiscal Services is responsible for the operation of all fiscal activities of the business office. That includes the development, maintenance and supervision of the district budgets, accounting, attendance and payroll functions, procedures, and controls. Additionally, the position is responsible for the design, improvement and implementation of the district's accounting system, assures that all accounting procedures are performed in an effective and accurate manner, according to the laws of the state and the requirements of the county office. They serve as a resource for district school site accounting functions, select, train and evaluate all employees under direct supervision, and they provide the Superintendent and the Board of Trustees with updated financial analysis of proposed and existing district programs and/or services in all phases of district operation.

### Duties and Responsibilities:

- Plans, organizes and supervises the work of the business office staff; including the selection, training and assignment of duties; develops and communicates standards of performance; documents and evaluates performance, recommends employee recognition and discipline
- Establishes, reviews, and supervises the maintenance and control of financial recordkeeping functions and systems; prepares, reviews, and verifies a variety of accounting reports in conformance with laws, codes, regulations and audit guidelines
- Performs fiscal oversight responsibilities related to school district budgeting, accounting, auditing, payroll processing and related business functions to ensure conformance with state and federal legal requirements and compliance with general accepted accounting principles
- Collaborates with all schools and departments in the development, management, and monitoring of all budgets. Evaluates budgets to ensure maximum coordination, available funding, and allocation of resources to meet Board, Superintendent, and district objectives
- Prepares and presents to the Board of Trustees the annual budget, interim and annual financial reports required by the county and state. Provides accompanying narratives and presentation slides for the Superintendent to review in a timely manner
- Prepares agenda items, materials and staff reports for Board of Trustees and other committee meetings. Attends Board and committee meetings and presents reports and renders professional advice
- Interprets and implements current fiscal legislation and education code requirements. Stay apprised of state budget proposals and actions to accurately calculate district income in accordance with current law
- Files state budget and reports on or before legal deadlines and supervises district attendance accounting methods and procedures

- Supervise the Payroll Clerk to ensure accurate position control records for payroll processing and for use in budget development and revisions. Works with Payroll Clerk, to establish and administer the employee benefit program. Supervises the preparation of the monthly payroll, of vendor payments, of the collection and posting of revenues, and of the reconciliation of district accounting records with the county office records
- Supervise District Clerk to ensure accurate and timely payment of invoices, reimbursements and warrants, issuance of purchase orders, and other aspects of the District Clerk job description. Responsible for approving all invoices for payment and assuring, where appropriate, that all such invoices are properly processed in accordance with the applicable regulatory requirements
- Supervise the District Food Service Manager to ensure appropriate use of district funds and resources, accurate record keeping, adherence to state and federal regulations, and efficient processes and procedures
- Acts as the custodian of the Revolving Cash Fund, in compliance with Education Code 42800, and other regulations established by Marin County Office of Education and becomes the main communications link with the county business office
- Develops and maintains a business procedures manual
- Responsible for overseeing and administering scholarship accounts and grants
- Assists the Superintendent in the implementation of facilities projects for the district
- Assists the Superintendent in determining costs for collective bargaining proposals and agreements
- Maintains the financial system authorized users and permissions. Knowledge of Harris School Systems Quintessential School Systems (QSS)
- Administers audit contracts and assists auditors in conducting annual district audits
- Works closely with administrators and school staff regarding associated student body practices and procedures
- Performs a variety of financial, statistical, technical and administrative studies and prepares reports of findings and recommendations
- Performs other duties as assigned that support overall objectives of the position and district

Knowledge and Abilities:

- Current theory, principals, and practice of modern school district business and financial management
- Laws affecting school district business and financial matters in the State of California
- Attendance accounting laws, rules and regulations
- Auditing of K-12 public schools California School Accounting Manual and Governmental Accounting Standards (GASB) requirements

- Budget development and control in a public-school environment
- Business administration and collective bargaining laws, rules and regulations in California
- Act in a professional and positive manner
- Establish and maintain cooperative and effective working relationships with others
- Use tact, patience, and courtesy in keeping with the Shoreline Unified School District Norms for Collaboration
- Plan, direct, make decisions, establish priorities and coordinate a variety of complex technical operations involving efforts of multiple specialized units
- Analyze and identify present and potential problems, and evaluate alternate solutions
- Interpret laws, rules, regulations and policies related to business and financial matters
- Motivate employees toward effective and efficient work performance
- Analyze financial statements and fiscal reports and prepare a complex budget
- Communicate effectively, verbally and in writing, in various settings

Education, Training, and Experience:

Minimum:

Any combination of education and experience equivalent to two years of college accounting and three years of progressively responsible experience in school accounting.

Desirable:

Graduation from a four-year college with a major in Public Administration, Business Administration, Accounting, or related fields, or a combination of experience and education equivalent to a four-year program of higher learning. Two years of experience in business office management in a California public school district.

Licenses/Certifications:

- Current California Drivers' License

Licenses/Certifications preferred:

- Master's Degree
- Certified Public Accountant License
- C.A.S.B.O Certificate of Professional Designation as CBO

Working Environment/Physical Demand:

- Office environment as well as many hours spent at outside meetings
- Hours may vary to meet district needs

- Some local and out-of-county travel may be required for the purpose of meetings, events and other activities
- Sitting for extended periods of time
- Dexterity of hands and fingers to operate a computer keyboard, mouse, ten-key, and other devices
- Able to lift up to 25 pounds

Clearances:

- State and federal fingerprint clearance
- TB clearance (every four years)

# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



March 15, 2018

To: The Board of Trustees  
From: Bob Raines, Superintendent  
RE: Revision of Classified Management and Confidential Salary Schedule

I have attached a revised classified management salary schedule that reflects a change in classification 1, and a substitution of the Chief Business Official position to that of the Director of Fiscal Services.

Those changes reflect the advice of the Marin County Office of Education, to bring the range of annual salaries for the Director of Fiscal Services in line with salaries of similar positions in Marin and Sonoma Counties.

I recommend that the Board approve this revision to the Classified Management and Confidential Salary Schedule.

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TOMALES ELEMENTARY	BODEGA BAY ELEMENTARY	TOMALES HIGH SCHOOL	WEST MARIN ELEMENTARY	INVERNESS PRIMARY
(707) 878-2214	(707) 875-2724	SHORELINE HIGH SCHOOL	(415) 663-1014	(415) 669-1018
FAX: 878-2467	FAX: 875-2182	INDEPENDENT STUDY SCHOOL	FAX: 663-8558	FAX: 669-1581
		(7-58-1-2286		TRANSPORTATION
		FAX: 878-2787		(707) 878-2221



SHORELINE UNIFIED SCHOOL DISTRICT  
**CLASSIFIED MANAGEMENT AND CONFIDENTIAL SALARY SCHEDULE**  
 2017-18

**CLASSIFIED MANAGEMENT  
 ANNUAL SALARY**

	Step 1	2	3	4	5	6	7	8	9	10
I	113,576	116,415	119,325	122,308	125,366	128,500	131,713	135,006	138,381	141,841
II	80,974	82,998	85,073	87,200	89,380	91,615	93,905	96,253	98,659	101,125

CLASSIFICATIONS		WORK YEAR
I	Director of Fiscal Services	230 Days
II	Director of Transportation	230 Days

**CONFIDENTIAL  
 HOURLY**

	Step 1	2	3	4	5	6	7	8	9	10
III	28.74	29.46	30.20	30.96	31.73	32.52	33.33	34.16	35.01	35.89
IV	27.91	28.61	29.33	30.06	30.81	31.58	32.37	33.18	34.01	34.86
V	27.08	27.76	28.45	29.16	29.89	30.64	31.41	32.20	33.01	33.84

CLASSIFICATIONS		WORK YEAR
III	District/Personnel Secretary	225 Days
III	Accounting/Payroll Tech	225 Days
IV	Administrative Assistant	225 Days
V	Payroll/Accounts Payable Tech	225 Days

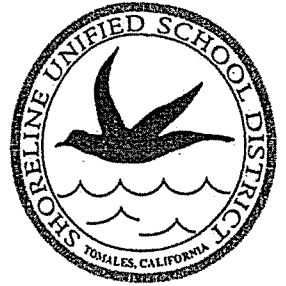
**LONGEVITY (Applies to both Classified Management and Confidential)**

After 8th full year	\$1,500	\$125 Per Month
After 11th full year	\$1,800	\$150 Per Month
After 15th full year	\$2,100	\$175 Per Month
After 20th full year	\$2,400	\$200 Per Month
After 25th full year	\$2,700	\$225 Per Month

Salaries Adopted by Board: May 19, 2016  
 Revisions to Classification I Adopted by Board:

# SHORELINE UNIFIED SCHOOL DISTRICT

P.O. Box 198 Tomales, California 94971 (707) 878-2266 FAX: (707) 878-2554



March 15, 2018

To: The Board of Trustees  
From: Bob Raines, Superintendent  
Re: Blanket Adoption of Board Policies and Regulations

Recently, we received from the California School Board Association, via their GAMUT services, our draft revised Board Policies and Regulations. Those policies and regulations have been available in a Drop Box folder to you and to any community member who has requested access via the website.

These documents are the result of a long process of review and editing, which began in August of 2017. The team that conducted this review consisted of Bruce Abbott, Jeannie Moody, Adam Jennings, Amanda Mattea, Jane Healy, Jill Manning-Sartori, and myself. The team worked with the CSBA sample policy book, and customized the appropriate sections to reflect the practices, contracts, and unique characteristics of our District.

Should the Board adopt these policies and regulations, I will then bring regular updates to you, nearly each month, with the input of our virtual policies committee.

I recommend that the Board adopt all the revised policies and regulations.